

अण्डमान तथा
Andaman And



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No. 56, Port Blair, Tuesday, April 22, 2014

अण्डमान तथा निकोबार प्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION
अण्डमान तथा निकोबार अभिलेखागार
ANDAMAN AND NICOBAR ARCHIVES

सचिवालय/SECRETARIAT

NOTIFICATION

Port Blair, dated the 22nd April, 2014

No.52/2014/F.No. 4-2/2009-Arch.— The Lieutenant Governor, Andaman and Nicobar Islands is pleased to re-constitute the “Regional Records Survey Committee” with immediate effect for a period of two years. The Committee shall consist of the following members :-

1. The Secretary (Archives) / Head of Archives, A & N Administration, Secretariat	Chairman	Official
2. Director General of Archives, Govt. of India, National Archives of India, New Delhi (or his nominee)	Member	Official
3. Shri Lucas Robert, Director, SAC, Port Blair	Member	Official
4. In-Charge, Department of History, JNRM, Port Blair	Member	Official
5. Smti. Rashida Iqbal, Curator, National Memorial	Member	Official
6. Shri M.A. Mujtaba, Principal (Retd.), Gafoor Manzil, Aberdeen Bazaar, Port Blair	Member	Non-Official
7. Shri Mukeshwar Lall, Producer & Director, Dolphin (India) and Freelance, R/o Aberdeen Bazaar, Port Blair	Member	Non-Official
8. Shri Madan Mohan Singh, Retd. Senior Program Broadcaster of All India Radio	Member	Non-Official
9. The Assistant Secretary (Arch)/ Junior Analyst, A & N Administration, Secretariat	Member Secretary	Official

The Archivist / Assistant Archivist, A & N Archives, A & N Administration, Secretariat will be special invitee.

The Committee may avail the co-operation of such members, whose advice it considers necessary for development and proper upkeep of Archival Wealth of A & N Islands.

- Object** : The object in setting up of the Committee is to carryout a systematic survey of archival materials in possession of temples, individuals, institutions and business houses in Andaman & Nicobar Islands and to suggest ways and means for their proper preservation, listing and utilization by the researchers. This Committee will also work as Advisory Committee and Archival Council.
- Headquarters** : The headquarters of the Committee will be at Port Blair (A & N Archives, Secretariat, Port Blair).
- Tenure** : The tenure of the Committee shall be of two years commencing from the date of issue of the Notification. The terms of the office of the members shall be two years.
- Meeting** : The Committee will meet as often as necessary at any place within the UT subject to availability of funds.
- Quorum** : Five Members will constitute the quorum for a meeting and one of them will be Non-Official Member.
- Functions** : The Committee will perform the following functions :-
- To advise A & N Administration on the Survey of manuscripts and documents, Pre-1945 published books, rare private papers, paintings of historical, administrative, archival and cultural value in private custody and private papers of eminent persons, old families and business houses of A & N Islands and their acquisition by donation or loan.
 - To invite individuals, institutions, societies and business houses to donate their documents and photographs of historical, administrative and cultural importance to Andaman and Nicobar Archives for proper use by the bonafide Research Scholars.
 - To advise the Department of A & N Archives to acquire typed, photo stat / xerox or microfilm copies of these important documents and books, which the owners do not want to part with.
 - To advise the Department of A & N Archives to register those important documents and manuscripts.
 - To advise UT Administration in the matter of preservation and maintenance of Public Records and on other technical matters.
 - To advise the UT Administration regarding enactment of Archival law.
- Procedure** : All proposals for the donation, acquisition and loan of documents etc. will be intimated through the Member Secretary of the Committee for placing them in the meeting for determining their historical, archival, cultural or administrative value.
- Allowance** : The Non-Official Members will draw their TA/DA as admissible from Cash Section, Secretariat and the Official Members will draw their TA/DA from their respective Departments and expenditure of this account will be debitable to the Heads of Account from where they draw their salaries.

By order and in the name of the Lieutenant Governor,
Andaman and Nicobar Islands.

Sd./-
(Jagdish Prasad)
Assistant Secretary (Archives)